



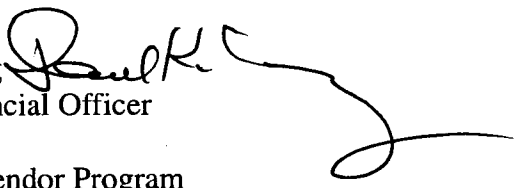
**U.S. Department of  
Transportation**

Office of the Secretary  
of Transportation

400 Seventh St., S.W.  
Washington, D.C. 20590

August 4, 1999

MEMORANDUM TO: CFO Council Members

FROM: David K. Kleinberg   
Deputy Chief Financial Officer

SUBJECT: Preferred Travel Vendor Program

DOT has developed a Preferred Travel Vendor Program for the use of all of our travelers. The preferred supplier program is designed to enhance amenities of travel for your travelers and extend our available travel funds. Attachment A outlines the features and amenities your travelers will receive under the preferred car rental agreements with Dollar Rent a Car and Thrifty Car Rental. These agreements give an extra level of quality to the U.S. Government Car Rental Program. Travelers are encouraged, but are not required, to use the preferred car rental suppliers.

To identify bookings and allocate rebates back to your office, Dollar and Thrifty have assigned corporate discount numbers (CD numbers) to each Operating Administration. Attachment B contains CD numbers. Please forward your CD numbers to your respective Travel Management Centers and request they use the CD numbers when reserving cars with Dollar and Thrifty. Please advise your regional travel agencies that it is our policy to book travelers on these car rental companies in locations where the service is available "on" airport. They should also be offered when the traveler is willing to accept the "off" airport locations.

Travelers booking directly with Dollar and Thrifty (using their 800 number or through their Web site, see attachment A) will need to provide the CD number at the time of reservation. This will ensure that rebates can be linked to your Operating Administration and credited to your account. Links to both Dollar and Thrifty Web sites have been established through DOT's OAG Travel Information System ([intranet.dot.gov](http://intranet.dot.gov)).

Please note that rental car services offered under these agreements build upon the current U.S. Government Car Rental Program. We will keep you informed of other preferred car rental agreements as soon as we finalize them.

Attachments

## Attachment A

<b>Dollar Rent A Car</b>	<b>Thrifty Car Rental</b>
Rebate based on usage -will be distributed back to your organization*	Rebates in the form of \$50 and \$100 certificates** *based on usage (redeemable world wide at Thrifty locations – will be distributed back to your organization)
Free membership in FASTLANE** (Dollar’s premium service product)	Free membership Blue Chip Express Rental Program****
Free one car class upgrade (through full size)	Free one car class upgrade (through full size)
One free in room movie, continental breakfast, free USA Today and local phone calls (up to \$5) at AmeriSuites and Wellesley Hotels	One free in-room movie, continental breakfast and local telephone calls (up to \$5) at Holiday Inns
	50% discount on re-fueling (at Thrifty locations)
	15% discount on parking (at Thrifty locations)

\* Dollar bookings over the Web generate higher rebates for travelers than phone reservations - up to 8.5% of the total dollar amount booked.

\*\* For travelers to enroll in the FASTLANE, please visit Dollar’s web site at [www.dollar.com](http://www.dollar.com).

\*\*\* Thrifty bookings over the Web generate higher rebates than phone reservations - up to 8.5% of the total dollar amount booked.

\*\*\*\* By using Thrifty’s Blue Chip Express Rental Program, travelers are guaranteed that if for any reason they are not satisfied with the rental experience, the first day will be free of charge. To enroll in the Blue Chip program, please go to Thrifty’s web site at [www.thrifty.com](http://www.thrifty.com).